

STATE OF HAWAII  
NOTICE OF AND REQUEST FOR EXEMPTION  
FROM CHAPTER 103F, HRS

'12 FEB -9 P2:05

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: DOH/CAMHD/Hawaii Family Guidance Center

*Department/Division/Branch or Office*


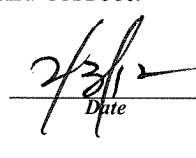
Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

|   |   |                   |
|---|---|-------------------|
| 1. Title and description of health and human service(s):<br>Therapeutic Respite Home will provide short-term care and supervision for youth under the age of 12 with emotional and/or behavioral challenges in a supportive environment as a planned part of their treatment.   |   |                   |
| 2. Provider Name and Address:   | Catholic Charities Hawaii<br>1822 Keeaumoku St.<br>Honolulu, Hawaii 96822 |                   |
| 3. Total Contract Funds:  | \$190.55 day rate   |                   |
| Contract Funds per Year (if applicable):  | \$4,000   |                   |
| 4. Reference number of Previous Request for this Service (if applicable):   | NA  |                   |
| 5. Term of Contract:  | Start: 02/07/2012   | Notice to Proceed |
|   | End: 6/30/12  |                   |
| 6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:<br>There is a current procurement RFP 460-12-01 in process to provide this service to all age groups to be effective July 1, 2012. The selection of successful proposals for this service is due on February 16 <sup>th</sup> . Since this service will be awarded and effective July 1, 2012 it is not practical to procure this service for the current short term need. We currently only have Therapeutic Respite Home ("TRH") care on the Big Island for youth ages 12 to 18 in the Child and Family Service Respite home setting. However, we have clients younger than 12 in need of TRH in order to maintain them in their home with their primary caregivers. |   |                   |
| 7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:<br>Hawaii Behavioral Health, PROVIDER of Therapeutic Foster Home ("TFH") on the Big Island, did not feel able to commit a home to this level of care, and declined. Child and Family Service do not have any open TFH beds in East Hawaii, so they are also unable to provide this service. Catholic Charities, a PROVIDER of TFH in East Hawaii, is willing and able to provide this temporary service.   |   |                   |

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|   |                             |
|---|-----------------------------|
| 8. Describe the state agency's internal controls and approval requirements for the exempted procurement:<br>Interagency Performance Standards and Practice Guidelines Manual                                      |                             |
| 9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:<br>John MacDonald, Contract Specialist<br>Steven Osa, Contract Specialist |                             |
| 10. Direct questions to (name & position):  | Janet Ledoux                |
| Phone number:   | 733-4198                    |
| e-mail address:   | janet.ledoux@doh.hawaii.gov |

I certify that the information provided above is to the best of my knowledge true and correct.

|   |   |
|---|---|
| <br>_____<br>Department Head Signature | <br>_____<br>Date |
| _____<br>Typed Name   |   |

**NOTICE**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

This award is required to be posted on the Awards Reporting System.

☒ APPROVED    ☐ DISAPPROVED    ☐ NO ACTION

|  |  |
|--|--|
| <br>_____<br>Chief Procurement Officer Signature | <br>_____<br>Date |
|--|--|

Please ensure adherence to applicable administrative requirements.